

# COMMITTEE AMENDMENT FORM

DATE: 06/14/11

COMMITTEE CITY UTILITIES

PAGE NUM(S) 1 & 2

ORDINANCE I. D. #11-O-

SECTION (S)   

RESOLUTION I. D. #11-R-0896

PARA. CAPTION &  
FURTHER RESOLVE  
CLAUSE

AMENDS THE LEGISLATION BY ADDING THE PROJECT TASK  
AWARD EXPENDITURE AND ORGANIZATION PTAE0 TO THE  
CAPTION AND THE FURTHER RESOLVE CLAUSE

**AN AMENDED RESOLUTION**

**BY CITY UTILITIES COMMITTEE**

**AUTHORIZING THE MAYOR TO AMEND A TASK ORDER TO ARCADIS BPA, JOINT VENTURE FOR FC-4906A, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES, FEMA PROPERTY ACQUISITION, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO INCREASE THE TOTAL AUTHORIZED NOT TO EXCEED AMOUNT FOR AN ADDITIONAL ONE HUNDRED SIXTY FIVE THOUSAND NINE HUNDRED THIRY DOLLARS AND NO CENTS (\$165,930.00) FOR THE PURPOSE OF PROVIDING ADDITIONAL PROFESSIONAL SERVICES FOR THE ACQUISITION OF THIRTEEN ADDITIONAL PROPERTIES UNDER THE FEMA FLOOD RELIEF PROGRAM; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM 5052 (WATER AND WASTEWATER R & E FUND) 170602 (DWM GREENWAY PLANNING AND ACQUISITION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7410000 (PLANNING & ZONING) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17110874 (DWM HAZARD MITIGATION) 101(TASK) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING SERVICES) COA; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") did authorize a task order to Arcadis BPA, Joint Venture for FC-4906A, Annual Contract for Architectural and Engineering Services, FEMA Property Acquisition, in an amount not to exceed One Hundred Ninety-One Thousand, Two Hundred Dollars and No Cents (\$191,200.00) for the purpose of providing profession services for the acquisition of certain properties damaged by flooding, pursuant to the FEMA flood relief grant program ("Task Order") pursuant to Resolution 10R1724; and

**WHEREAS**, FEMA and the State of Georgia has accepted thirteen additional properties as eligible for acquisition under the FEMA Hazard Mitigation Grant Program Acquisition ("FEMA Grant Program"); and

**WHEREAS**, the City by and through the Department of Watershed Management desires to amend the Task Order to increase the authorized amount of the Task Order an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for the purpose of paying for additional professional services needed to acquire the additional parcels included in the FEMA Grant Program; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer recommend amending the Task Order to increase the authorized amount an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for additional professional services needed to acquire the additional parcels subject to the FEMA Grant Program.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to amend Task Order FC-4906A, Annual Contract For Architectural And Engineering Services, FEMA Property Acquisition, to increase the authorized amount an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for professional services needed to acquire additional parcels accepted for the FEMA Grant Program.

**BE IT FURTHER RESOLVED**, that all contract work will be charged to and paid from Fund Department Organization and Account Number 5052 (Water and Wastewater R & E Fund) 170602 (DWM Greenway Planning and Acquisition) 5212001 (Consulting/Professional Services) 7410000 (Planning & Zoning) and Project Task Award Expenditure and Organization Number 17110874 (DWM Hazard Mitigation) 101 (Task) 505221391 (Water & Wastewater R&E Fund) 5212001 (Consulting Services) COA.

**BE IT FINALLY RESOLVED**, that all resolutions in conflict herewith are hereby waived to the extent of the conflict.

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**11-*R*-0896**

**A RESOLUTION AUTHORIZING THE MAYOR TO AMEND A TASK ORDER TO ARCADIS BPA, JOINT VENTURE FOR FC-4906A, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES, FEMA PROPERTY ACQUISITION, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO INCREASE THE TOTAL AUTHORIZED NOT TO EXCEED AMOUNT FOR AN ADDITIONAL ONE HUNDRED SIXTY FIVE THOUSAND NINE HUNDRED THIRY DOLLARS AND NO CENTS (\$165,930.00) FOR THE PURPOSE OF PROVIDING ADDITIONAL PROFESSIONAL SERVICES FOR THE ACQUISITION OF THIRTEEN ADDITIONAL PROPERTIES UNDER THE FEMA FLOOD RELIEF PROGRAM; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM 5052 (WATER AND WASTEWATER R & E FUND) 170602 (DWM GREENWAY PLANNING AND ACQUISITION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7410000 (PLANNING & ZONING); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") did authorize a task order to Arcadis BPA, Joint Venture for FC-4906A, Annual Contract for Architectural and Engineering Services, FEMA Property Acquisition, in an amount not to exceed One Hundred Ninety-One Thousand, Two Hundred Dollars and No Cents (\$191,200.00) for the purpose of providing profession services for the acquisition of certain properties damaged by flooding, pursuant to the FEMA flood relief grant program ("Task Order") pursuant to Resolution 10R1724; and

**WHEREAS**, FEMA and the State of Georgia has accepted thirteen additional properties as eligible for acquisition under the FEMA Hazard Mitigation Grant Program Acquisition ("FEMA Grant Program"); and

**WHEREAS**, the City by and through the Department of Watershed Management desires to amend the Task Order to increase the authorized amount of the Task Order an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for the purpose of paying for additional professional services needed to acquire the additional parcels included in the FEMA Grant Program; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer recommend amending the Task Order to increase the authorized amount an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for additional professional services needed to acquire the additional parcels subject to the FEMA Grant Program.

**THE CITY COUNCIL OF THE CITY OF ALTANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to amend Task Order FC-4906A, Annual Contract For Architectural And Engineering Services, FEMA Property Acquisition, to increase the authorized amount an additional One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00) for professional services needed to acquire additional parcels accepted for the FEMA Grant Program.

**BE IT FURTHER RESOLVED**, that all contract work will be charged to and paid from Fund Department Organization and Account Number 5052 (Water and Wastewater R & E Fund) 170602 (DWM Greenway Planning and Acquisition) 5212001 (Consulting/Professional Services) 7410000 (Planning & Zoning).

**BE IT FINALLY RESOLVED**, that all resolutions in conflict herewith are hereby waived to the extent of the conflict.

**DEPARTMENT OF PROCUREMENT  
LEGISLATION SUMMARY**

**TO:** City Utilities Committee

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR TO AMEND A TASK ORDER TO ARCADIS BPA, JOINT VENTURE FOR FC-4906A, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES, FEMA PROPERTY ACQUISITION, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO INCREASE THE TOTAL AUTHORIZED NOT TO EXCEED AMOUNT FOR AN ADDITIONAL ONE HUNDRED SIXTY FIVE THOUSAND NINE HUNDRED THIRY DOLLARS AND NO CENTS (\$165,930.00) FOR THE PURPOSE OF PROVIDING ADDITIONAL PROFESSIONAL SERVICES FOR THE ACQUISITION OF THIRTEEN ADDITIONAL PROPERTIES UNDER THE FEMA FLOOD RELIEF PROGRAM; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM 5052 (WATER AND WASTEWATER R & E FUND) 170602 (DWM GREENWAY PLANNING AND ACQUISITION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7410000 (PLANNING & ZONING); AND FOR OTHER PURPOSES.**

COMMITTEE MEETING

DATE: **May 31, 2011**

COUNCIL MEETING

DATE: **June 6, 2011**

LEGISLATION TITLE: **4906A, FEMA Property Acquisition**

REQUESTING DEPT.: **Watershed Managment**

CONTRACT TYPE: **Professional Services**

AWARDEES: **Arcadis/Brindley Pieters & Associates, Joint Venture**

SOURCE SELECTION: **Sealed RFP**

PROPOSALS DUE: **May 6, 2009**

INVITATIONS MAILED: **150**

PROPOSALS  
RECEIVED: **14**

PROPOSERS:  
**A E COM/ H. J. Russell, Joint Venture  
Arcadis /Brindley Pieters & Associates, Inc, Joint Venture**

Atlanta Services Group  
BGR Joint Venture Office  
Brown and Caldwell, Inc /Delon Hampton & Associates,  
Chartered, A Joint Venture  
Citywide Infrastructure Provider  
JP2 (Jacobs, PRAD, PBS&J)  
MA-HMM Gude, JV  
Parsons-Cardozo Engineering, Joint Venture  
Prime Engineering, Inc. and Chester Engineers, Joint Venture  
Shaw-Benchmark, Joint Venture  
Southern Right of Way  
Strategic Team Concepts, LLC  
Total Solution Partners

Contractor: Arcadis /Brindley Pieters & Associates, Inc, Joint Venture

Estimated Value: \$ 165,930.00

Scope Summary: The purpose of this legislation is to authorize the Mayor to assign a Task Order in the amount of One hundred sixty-five thousand nine hundred thirty dollars (\$165,930.00) to provide real estate services FEMA Property Acquisition project. The following scope of work includes land acquisitions, boundary surveys, Phase 1 Environmental Site Assessment (ESA) surveys, asbestos inspections, closing cost payments, and any associated general administration and coordination of subconsultants.

BACKGROUND: Original executed on December 21, 2009, expired on December 20, 2011

EVALUATION TEAM COMPOSITION: DWM, OCC, DPW, LAW, OEMA, DPRCA

TERM OF CONTRACT: Two (2) years with an option to renew for three (3) one (1) year periods

FUND ACCOUNT CENTERS: 5052 (Water and Wastewater R & E Fund) 170602 (DWM Greenway Planning and Acquisition) 5212001 (Consulting/Professional Services) 7410000 (Planning & Zoning).

PREPARED BY: Anthony Stanley

CONTACT NUMBER: 404-330-6384



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

2011 MAY 13 AM 11:16

KASIM REED  
MAYOR

**CITY OF ATLANTA**  
55 TRINITY AVENUE, SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30303-0324  
OFFICE (404) 330-6081  
FAX (404) 658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
DEXTER C. WHITE  
Interim Commissioner

May 13, 2011

**TO:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**FROM:** Dexter C. White, Interim Commissioner *Dexter C. White*  
Department of Watershed Management

**RE:** Legislative Request for FC-4906B, Architectural, Engineering & Design  
Services - Task Order for FEMA Property Acquisition.  
Contractor: Atlanta Services Group, JV

Please prepare the appropriate legislative summary for Cycle 10 (June 6, 2011) to approve the issuance of an amendment to the Task Order for the above referenced Agreement to add more properties.

These services shall be charged to and paid from Fund Department Organization and Account Number 5052 (Water and Wastewater R & E Fund) 170602 (DWM Greenway Planning and Acquisition) 5212001 (Consulting/Professional Services) 7410000 (Planning & Zoning) in an amount not to exceed One Hundred Sixty-Five Thousand, Nine Thirty Dollars and No Cents (\$165,930.00).

If you have any questions please contact Gwendolyn J. Carswell, Watershed Manager, at (404) 330-6331.

Thank you for your assistance in this matter.

c: J. Anthony "Jim" Beard, Deputy Commissioner and CFO, DWM *(initials)*  
Tracy Hillick, Deputy Commissioner, BWP  
Keith Brooks, Interim Deputy Chief Procurement Officer, DOP  
Maisha Land Wood, Public Information Manager, DWM  
Gwendolyn J. Carswell, Watershed Manager, DWM





**Exhibit A**  
**Scope of Services**

**Overview**

The ARCADIS/BPA, Joint Venture is pleased to present this scope of services and fee estimate for the FEMA Property Acquisition project. At the City of Atlanta's (COA's) request, the following scope of services includes land acquisition services, boundary surveys, Phase I Environmental Site Assessment (ESA) surveys, asbestos inspections, closing cost payments, and any associated general administration and coordination of subconsultants. The scope does not include any demolition or property clearance responsibilities. The ARCADIS/BPA, Joint Venture team members involved in the project include ARCADIS U.S., Inc. (ARCADIS), Smith Real Estate Services, Inc. (SRES), and Agility Surveying Co., Inc. Properties to be purchased are:

1	1355 Battle View Drive
2	1362 Battle View Drive
3	1380 Battle View Drive
4	2251 Macon Drive
5	1370 Peachtree Battle Avenue
6	429 Woodward Way
7	609 Woodward Way
8	115 Biscayne Drive, Building H, Units 1 – 6

**Task 1 – City of Atlanta – Standard Land Acquisition Project (SRES)**

SRES shall be responsible for all land acquisitions for this assigned project based on individual project requirements. All acquisitions shall be made in conformity with applicable state and federal laws. Based on the assumption that property will be acquired, fee simple land takings are anticipated for the project.

Accordingly, SRES' duties shall include, but not be limited to, the following:

**Step 1**

1. SRES will review plans/plats/surveys with engineers and prepare a pre-acquisition cost estimate that will be developed on an Excel spreadsheet. SRES will order all title work for land parcels. Fee simple land takes will have full title searches ordered.

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



## Exhibit A

### Scope of Services

2. From title search information, SRES will develop a list of property owner contacts, as required.
3. From the property owner list, SRES will mail a contact letter to the individual property owner to identify a contact person at SRES who will be available to answer property owner questions and concerns.
4. SRES will obtain individual property plats/surveys from the engineer.

#### Step II

1. SRES will order appraisal(s) for the project.
2. After receiving completed appraisals, SRES will order review appraisals as necessary.
3. After receiving completed review appraisals, SRES will prepare an appraisal package and submit the package to COA's enterprise management department for review and Estimated Just Compensation approval.
4. With approved appraisals, SRES will prepare the agreement to purchase from pre-approved agreements approved by COA's law department. The purchase price is to be 85 percent of the approved appraisal.
5. SRES will contact property owners and present the offer. Negotiations will be ended when a signed agreement with the amount or a negotiated settlement is signed. When settlement has been reached and closing occurs, all documents will be forwarded to SRES, which will prepare the files for retirement to COA's real estate and purchasing department.

#### Step III

1. Negotiations will be completed with a signed agreement based on the dollar amount offered by COA. At least three attempts will be made to meet with the property owner to obtain acceptance of the approved appraisal amounts for the property.
2. With a signed agreement, SRES will forward the paperwork to the closing attorney for settlement and recordation. The paperwork will include the signed agreement,

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



**Exhibit A**  
**Scope of Services**

title work update, and plat. The approved county deed will be signed at settlement. The deed and plat/survey will be recorded by the closing attorney, and that paperwork will be forwarded to SRES for the files to be retired to COA's enterprise management department.

**Assumptions:**

1. It is assumed that property will not be obtained by condemnation on this project and that property owners are not eligible for relocation benefits. Therefore, services and fees for these items are not included.
2. An estimate of \$6,500 is included for payment of title fees.

**Task 2 – Surveys**

**Task 2.1 – Property Boundary Surveys (Agility Surveying Co., Inc.)**

Agility Surveying Co., Inc. shall prepare a boundary survey of listed properties. All work will comply with applicable legislation, particularly Act No. 1291 to the legislature of Georgia (the Georgia Plat Act) as defined by the state manual of the Surveying and Mapping Society of Georgia with all current revisions and updates. Survey work will be completed in a manner consistent with accepted professional standards, such as the ALTA/ACSM Land Title Surveys as adopted by American Land Title Association, American Congress on Surveying and Mapping, and the National Society of Professional Surveyors (1999) in accordance with the following:

1. Survey will be tied to the state plane coordinate system (OCGA §44-4-20 through 31). Global positioning system control for coordinates will be based on real-time kinematic.
2. A full legal description for each parcel and subparcel will be provided (as applicable) on the face of the plat or on the map of the survey, if practical, or otherwise attached to and incorporated in the plat or map. The legal description shall include the following:
  - a. Street, address, block, and lot
  - b. Metes and bounds

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*





## Exhibit A

### Scope of Services

- c. Values for each corner based on the City/County's standard map projection, the Georgia state plane west zone system
  - d. County, district, land lot, block, and tax ID using the xx-xxx-xx-xxx format
  - e. Reference to the book and page or document number of public records
3. Documents will include names of all recorded owners of adjacent property and the reference book and document page number of adjacent parcels.
4. Documents will show the current zoning of the property; if there is more than one designation, the extent of each shall be shown. The zoning of adjacent properties and property across roadways shall also be shown.
5. Documents will show boundary lines, streets with right-of-way, easements, and lot lines, including length, area, radius, land bearing and distance, and the names of all owners of right-of-way and easements.
6. Based on available information, documents will identify public and private utility lines whether active or abandoned, property improvements, location of underground utilities, and their easements. The utilities shown will include, but are not limited to, water, gas, electric, and telephone services; traffic signals; light poles; fiber optic cables; sanitary and storm sewers; pump stations; retention and treatment facilities; and discharge points. The documents will identify discharges onto and from the property and associated easements.
7. Documents will show jurisdiction and width of adjoining streets and highways, width and type of pavement, and landmarks, including significant trees (estimate diameter and species).
8. Documents will locate all rivers and streams on or adjacent to the subject property.
9. Documents will include applicable floodplain areas as designated on FEMA and FIRM maps or certification that the subject property is not located within any identified floodplain area.
10. Documents will show all existing structures, improvements, fences, and/or paved areas (including parking spaces) and buildings. Overhangs of structures will be

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



## Exhibit A

### Scope of Services

- Indicated with dashed lines. Dimensions will be provided at the perimeter of existing structures, buildings, and property lines, including setback requirements.
11. Documents will either identify limits and areas of all encroachments both on and by the subject property and any associated improvements or provide certification that there are no encroachments.
  12. Documents will identify method used and percent factor if adjustments are made to the property survey closure.
  13. Documents will include coordinate points for GPS locations of all corners or changes in direction.
  14. Documents will indicate all points of beginning and corner markers set in the field and/or notes whether corners are found, placed, or to be placed, and the nature of any monuments at each point.
  15. Calculations for area are to be at one thousandths of an acre in accordance with the standards.
  16. Documents will include:
    - a. Legend of symbols and abbreviations used on the drawings
    - b. Level of scale for the drawings
    - c. Surveyor's name, address, and phone number
  17. A surveyor's report (inspection report) will be prepared on the applicable title insurance company form as requested by the City and/or client.
  18. Additionally, the survey plan should contain, in writing, applicable certifications as required above, plus the certification attached as Attachment A.
  19. The boundary will be walked with a City-authorized representative within three days of the delivery of the survey to identify applicable property corners, pins, and monuments.

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



## Exhibit A

### Scope of Services

20. The surveys are to be provided in accordance with COA specifications in hard-copy, AutoCAD, and shapefile formats, including a reduced copy of the surveys in ANSI B (11 inches by 17 inches) in electronic .pdf format.
21. Field boundary markers are to be provided in accordance with COA specifications.

#### Task 2.2 – Phase I Environmental Site Assessment Surveys (ARCADIS)

ARCADIS will prepare a Phase I ESA for identified properties. The Phase I ESA will meet ASTM E 1527-05 standards, which is the customary practice used by environmental professionals.

ARCADIS' services will include records review, reconnaissance, interviews, and preparation of a single report for the eight properties in accordance with the attached guidelines. We will review environmental regulatory database information regarding environmental conditions on and surrounding the subject property, physical setting sources, and historical information sources regarding past uses of the property. We will also ask for and review other documents regarding environmental conditions on the subject property provided by COA, the property owner, and the key site manager (if any are identified). Reconnaissance of the subject property will consist of observing the periphery of the property, the periphery of structures on the property, and interior portions of the property. Adjoining properties will be observed from the perimeter of the subject property and from public thoroughfares during the site reconnaissance. We will observe current and past uses and conditions. Reasonable attempts to conduct interviews as required by ASTM E 1527-07 will be made.

#### Task 3 – Asbestos Investigations (ARCADIS)

The work will be based on a visual observation of the building components, types of materials used in the construction, and a physical assessment of the suspect asbestos materials. Based on the assessment, the building will be subdivided into sampling areas; each sampling area will consist of homogeneous materials. The survey is intended to be a demolition survey and will include sampling suspect materials that may be asbestos within the interior and exterior areas of each residence, including roofs. An inspector will then collect the minimum required samples in accordance with applicable AHERA and OSHA requirements. The samples will be transported to the laboratory for testing. A single report for the eight properties will be prepared to document the test results and provide a recommendation for abatement and/or repairs.

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



## Exhibit A

### Scope of Services

#### Task 4 – Project Management and General Project Coordination (ARCADIS)

ARCADIS will prepare agendas, schedule meetings, prepare meeting minutes, and address City questions and concerns. We will prepare work order assignments and issue them to ARCADIS/BPA, Joint Venture team consultants. ARCADIS will address contract compliance issues as required for the team consultants to proceed with the assigned work. We will provide project coordination as required for project team consultants and staff to meet appropriate deliverable and schedule requirements.

#### Task 5 – Closing Costs Administration for the Purchased Properties (ARCADIS)

Upon receipt of final closing statements, we will obtain and deliver certified bank checks and administer payments to cover the closing costs (to the extent budgeted herein) for the purchased properties.

#### Compensation

The estimated fee to perform the above-mentioned services is as follows:

Task 1	City of Atlanta – Standard Land Acquisition Project	\$54,600
Task 2	Surveys	\$28,500
Task 3	Asbestos Investigations	\$31,960
Task 4	Project Management and General Project Coordination	\$11,870
Task 5	Closing Costs Administration for the Purchased Properties	\$39,000
Total		<u>\$165,930</u>

*This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to ARCADIS/BPA as a result of — or in connection with — the submission of this proposal, ARCADIS/BPA and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.*





## EXHIBIT B TASK ORDER BILLING AND PAYMENT TERMS

Page 1

### 8 Payment Procedures.

8.1 General. City will not be obligated to pay Consultant any amount in addition to the Charges set forth in an applicable Task Order for Consultant's provision of the Services. Consultant Personnel hourly rates, reimbursable expenses, and other compensable items under this Agreement and issued Task Orders are set forth on Exhibit A.1, Compensation.

8.2 Invoices. Consultant shall prepare and submit to City invoices for payment of all charges in accordance with the applicable Task Order. Each invoice shall be in such detail and in such format as City may reasonably require. To the extent not set forth in a Task Order, Consultant shall invoice City monthly for Services rendered.

8.3 Taxes. The Charges are inclusive of all taxes, levies, duties, and assessments ("Taxes") of every nature due in connection with Consultant's performance of the Services. Consultant is responsible for payment of such Taxes to the appropriate governmental authority. If Consultant is refunded any Tax payments made relating to the Services, Consultant shall remit the amount of such refund to City within forty-five (45) days of receipt of the refund.

8.4 Maximum Amount. City shall not be obligated to pay any amount in excess of the Annual Maximum Payment Amount for all Services under all Task Orders, nor shall City be obligated to pay any amount in excess of a Task Order Maximum Payment Amount.

8.5 Payment. City shall endeavor to pay all undisputed Charges within thirty (30) days of the date of the receipt by City of a properly rendered and delivered invoice. Notwithstanding the forgoing, unless otherwise provided in the Task Order, all undisputed Charges on an invoice properly rendered and delivered shall be payable within forty-five (45) days of the date of receipt by City.

8.6 Disputed Charges. If City in good faith disputes any portion of an invoice, City may withhold such disputed amount and notify Consultant in writing of the basis for any dispute Within thirty (30) days of the later of: (a) receipt of the invoice; or (b) discovery of the basis for any such dispute. City and Consultant agree to use all reasonable commercial efforts to resolve any disputed amount in any invoice within thirty (30) days of the date City notifies Consultant of the disputed amount.

8.7 No Acceptance of Nonconforming Work. No payment of any invoice or any partial or entire use of the Services by City constitutes acceptance of any Services.

8.8 Payment of Other Persons. Prior to the issuance of final payment from City, Consultant shall certify to City in writing, in a form satisfactory to City, that all subcontractors, material men, suppliers, and similar firms or persons engaged by Consultant in connection with this Agreement have been paid in full or will be paid in full utilizing the monies constituting final payment to Consultant.

*This proposal and its contents shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to ARCADIS/BPA as a result of—or in connection with—the submission of this proposal, ARCADIS/BPA and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use, or disclose the data contained in this proposal only to the extent provided in the resulting contract.*

g:\www\gabpa100-coa contract-ii-general items\1\_gen\3\_proposal\fema acquisition services\appendix b template\template\_br.doc

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** City Utilities

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR TO AMEND A TASK ORDER TO ARCADIS BPA, JOINT VENTURE FOR FC-4906A, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES, FEMA PROPERTY ACQUISITION, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO INCREASE THE TOTAL AUTHORIZED NOT TO EXCEED AMOUNT FOR AN ADDITIONAL ONE HUNDRED SIXTY FIVE THOUSAND NINE HUNDRED THIRY DOLLARS AND NO CENTS (\$165,930.00) FOR THE PURPOSE OF PROVIDING ADDITIONAL PROFESSIONAL SERVICES FOR THE ACQUISITION OF THIRTEEN ADDITIONAL PROPERTIES UNDER THE FEMA FLOOD RELIEF PROGRAM; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM 5052 (WATER AND WASTEWATER R & E FUND) 170602 (DWM GREENWAY PLANNING AND ACQUISITION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7410000 (PLANNING & ZONING); AND FOR OTHER PURPOSES.

**Council Meeting Date:** June 6, 2011

**Requesting Dept.:** Watershed Management

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

***Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.***

The purpose of this legislation is to amend an existing task order to Arcadis BPA, Joint Venture for FC-4906 annual contract for Architectural and Engineering Services, FEMA property acquisition to increase the total authorized not to exceed amount for an additional One Hundred Sixty Five Thousand Nine Hundred Thirty Dollars and no Cents (\$165,930.00) for the purpose of providing additional professional services to acquire thirteen additional properties under the FEMA Hazard Mitigation Grant Program.

**2. Please provide background information regarding this legislation.**

***Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.***

A task order was previously issued to Arcadis BPA Joint Venture in the amount of \$191,200.00 pursuant to Resolution 10R1724 to provide Architectural and Engineering Services to acquire 11 properties. GEMA has accepted thirteen additional properties as eligible for acquisition under the FEMA Hazard Mitigation Grant Program.

**3. If Applicable/Known:**

- (a) Contract Type (e.g. Professional Services, Construction Agreement, etc):
- (b) Source Selection:
- (c) Bids/Proposals Due:
- (d) Invitations Issued:
- (e) Number of Bids:
- (f) Proposals Received:
- (g) Bidders/Proponents:
- (h) Term of Contract:

4. Fund Account Center (*Ex. Name and number*):

Fund: 5052 Account: 5212001 Center: 170602 Function Activity: 7410000

5. Source of Funds: *Example: Local Assistance Grant*

6. Fiscal Impact: All funds will be reimbursed by FEMA grant at 85% and homeowners at 15%

*Example: This legislation will result in a reduction in the amount of \_\_\_\_\_ to Fund Account Center Number \_\_\_\_\_.*

7. Method of Cost Recovery:

*Examples:*

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Seham Abdulahad



## Task Order Template – Land Acquisition

Agreement Number: **FC-4906A Architectural Engineering and Design Services ("Agreement")**

Task Order Number: 11

Task Order Maximum Payment Amount: **\$165,930**

The above referenced Task Order is made and entered into by and between the City of Atlanta ("CITY"), pursuant to the Agreement;

AND

**ARCADIS/Brindley Pieters & Associates, a Joint Venture ("CONSULTANT").**

This Task Order is made a part of the Agreement between the City and the Consultant, together with all attached exhibits made a part of this Task Order.

The period of performance/delivery date for this Task Order begins as of the Commencement Date, 02/15/11, and shall be completed by a Completion Date of 01/15/12, unless a written modification to this Task Order is made by the City.

Task Order Services to be Provided: Consultant shall perform all work related to this task order in accordance with the scope of services, specifications and the Consultant's proposal attached and incorporated as Exhibit "A".

All parcels to be acquired must include the following, unless otherwise directed by the City. Acquisitions may include temporary construction easement areas, including staging areas; permanent easements; easement exchanges; or fee simple acquisitions. All acquisitions involving water, sewer or storm water easements must be completed using easement forms approved by the City Attorney for each project. Any changes in the easement forms resulting from negotiated acquisitions must be approved by City Attorney.

- Phase 1 Environmental Study
- Appraisal by certified Georgia Appraiser: Dennis Carr, MAI
- Limited Title Search, unless full title search requested by City (40 – 100 year report)
- Preparation of Closing Package
- Closing Costs, including fees for closing attorney (closing attorney to be approved and paid through City Attorney's office)
- Survey of property to be acquired by Georgia licensed land surveyor in recordable format, including preparation of legal description of acquisition area

Agreement Number: EC-4900A Architectural Engineering and Design Services  
Task Order Number: 11  
Task Order Consultant: ARCADIS/Brindley Pieters and Associates, a Joint Venture

Page 2

### Task Order Template – Land Acquisition

Task Order Milestones:

- Notice to Proceed: 02/15/11
- Complete Environmental Studies: 08/15/11
- Complete Appraisals by Georgia Certified Appraiser(s): 04/15/11
- Complete Preparation of Closing Packages: 06/15/11
- Complete Preparation of Condemnation Packages (if needed): N/A
- Complete all Land Acquisition and Negotiation Activities: 06/15/11

Additional Task Order Provisions: **None**

Key Task Order Personnel: Services Coordinator – **John Dean** Project Manager – **Roman Gau**  
Land Acquisition Manager – **Stephen R. Evans** Other Key Personnel – **Karla Smith**

Appraiser: **Dennis Carr, MAI**

Title Attorney: **Samuel L. Obenschain, Jr.**

Surveyor: **Agility Surveying Co., Inc. – Rawle J. Stanley, P.L.S.**

Land Negotiating Team: **Smith Real Estate Services, Inc. – Stephen R. Evans, SR/WA, NAC, RAC**

[Note: City Attorney makes final decision on hiring and use of all attorneys needed for land acquisition projects and may utilize internal City resources for the same].

#### City Project Contact Information:

**Seham Abdulahad**

Greenway Division

Department of Watershed

263 Decatur Street

2nd floor

Atlanta, GA 30312

Phone: 404 546 1256

Fax: 404 546 8225

E-Mail: [sabdulahad@AtlantaGa.Gov](mailto:sabdulahad@AtlantaGa.Gov)

#### Consultant Project Contact Information:

**Roman Gau**

ARCADIS U.S., Inc.

2849 Paces Ferry Road

Suite 400

Atlanta, GA 30339

Phone: 770 384 6508

Fax: 770 435 2666

E-Mail: [roman.gau@arcadis-us.com](mailto:roman.gau@arcadis-us.com)

Task Order Terms for Expenses: Reimbursed @ cost

Task Order Billing and Payment Terms: Attached and incorporated as Exhibit "B"

#### City Invoicing Contact Information:

**Seham Abdulahad**

Greenway Division

#### Consultant Invoicing Contact Information:

**Pamela Runner**

ARCADIS U.S., Inc.

Agreement Number: FC-4906A Architectural Engineering and Design Services  
 Task Order Number: 11  
 Task Order Consultant: ARCADIS/Brindley Pieters and Associates, a Joint Venture

Page 3

### Task Order Template – Land Acquisition

Department of Watershed  
 263 Decatur Street  
 2nd floor  
 Atlanta, GA 30312  
 Phone: 404 546 1256  
 Fax: 404 546 8225  
 E-Mail: [sabdulahad@AtlantaGa.Gov](mailto:sabdulahad@AtlantaGa.Gov)

2849 Paces Ferry Road  
 Suite 400  
 Atlanta, GA 30339

Phone: 770 384 6527  
 Fax: 770 435 2666  
 E-Mail: [pamela.runner@arcadis-us.com](mailto:pamela.runner@arcadis-us.com)

Attachments: **Scope of Work (Exhibit 'A')**

Staffing Proposal: (See labor hours below)

Estimated Labor Hours and Associated Fee for Task by Labor Category:

Labor Category	Home Office Rate	Estimated Home Office Hours per Category	Field Office Rate	Estimated Field Office Hours per Category	Total Estimated Fee per Category
Project Manager 4	\$199.00		\$168.00		\$
Project Manager 3	\$180.00	14	\$157.00		\$2,520
Project Manager 2	\$156.00	40	\$133.00		\$6,240
Engineer 10	\$230.00		\$192.00		\$
Engineer 9	\$192.00		\$167.00		\$
Engineer 8	\$185.00		\$158.00		\$
Engineer 7	\$163.00	16	\$140.00		\$2,608
Engineer 6	\$140.00		\$120.00		\$
Engineer 5	\$120.00		\$100.00		\$
Engineer 4	\$105.00		\$90.00		\$
Engineer 3	\$90.00		\$75.00		\$
Designer 5	\$122.00		\$106.00		\$
Designer 4	\$102.00		\$88.00		\$
Designer 3	\$92.00	85	\$77.00		\$7,820
Scientist 8	\$192.00	14	\$169.00		\$2,688
Scientist 7	\$163.00	19	\$140.00		\$3,097
Scientist 6	\$139.00		\$124.00		\$
Scientist 5	\$118.00	170	\$104.00		\$20,660
Surveyor, Land	\$141.00		\$125.00		\$
Surveyor 5	\$122.00		\$110.00		\$
Surveyor 4	\$108.00		\$98.00		\$

Agreement Number: FC-4906A Architectural Engineering and Design Services  
 Task Order Number: 11  
 Task Order Consultant: ARCADIS/Brindley Pieters and Associates, a Joint Venture

Page 4

### Task Order Template – Land Acquisition

Labor Category	Home Office Rate	Estimated Home Office Hours per Category	Field Office Rate	Estimated Field Office Hours per Category	Total Estimated Fee per Category
Surveyor 3	\$90.00		\$83.00		\$
Survey Crew (2 person)	\$125.00	90	\$102.00		\$11,250
CAD Manager	\$124.00		\$106.00		\$
CAD Technician 4	\$93.00	49	\$80.00		\$4,557
CAD Technician 3	\$80.00		\$68.00		\$
Construction Manager	\$160.00		\$135.00		\$
Resident Engineer	\$138.00		\$115.00		\$
Senior Field Engineer	\$128.00		\$104.00		\$
Field Engineer	\$102.00		\$86.00		\$
Construction Inspector	\$90.00		\$74.00		\$
Land Acquisition Manager	\$126.00	178	\$102.00		\$22,428
Appraiser Level IV	\$154.00		\$144.00		\$
Appraiser Level III	\$139.00	97	\$127.00		\$13,483
Appraiser Level II	\$115.00	41	\$107.00		\$4,715
Appraiser Level I	\$115.00		\$107.00		\$
Office Manager	\$90.00		\$76.00		\$
Administrative Assistant, Sr.	\$80.00	69	\$68.00		\$5,520
Administrative Assistant	\$60.00	75	\$50.00		\$4,500
Computer Aided Facility Management Systems Consultant Senior	\$148.00		\$129.00		\$
Landscape Architect, Principal	\$160.00		\$140.00		\$
Landscape Architect	\$130.00		\$113.00		\$
Landscape Designer	\$98.00		\$86.00		\$
Architect, Principal	\$162.00		\$140.00		\$
Architect	\$140.00		\$125.00		\$
Interior Designer	\$133.00		\$118.00		\$
Graphic Designer	\$100.00		\$88.00		\$
<b>Task Order Labor Totals</b>		<b>957</b>			<b>\$111,486</b>
<b>Direct Expenses</b>					<b>\$15,444</b>
<b>Closing Costs</b>					<b>\$39,000</b>
<b>Task Order Totals</b>					<b>\$165,930</b>

Maximum Allowable Compensation: **\$165,930**

Agreement Number: FC-4906A Architectural Engineering and Design Services  
Task Order Number: 11  
Task Order Consultant: ARCADIS/Brindley Pieters and Associates, a Joint Venture

Page 5

### Task Order Template – Land Acquisition

#### Estimated MBE/WBE Summary:

MBE/WBE Firms Utilized in Task Order: **Agility Surveying Co., Inc (MBE) & Smith Real Estate Services, Inc. (WBE)**

Estimated MBE Percentage: **12.6%** Amount: **\$20,800**

Estimated WBE Percentage: **32.9%** Amount: **\$54,600**

Total Estimated MBE/WBE Percentage: **45.5%** Amount: **\$75,400**

Task Order Billing and Payment Terms: Attached and incorporated as Exhibit "B"

#### Authorized Representatives and Signatures:

City of Atlanta Representative: **Seham Abdulahad**

Signature:



Consultant Representative: **John Dean**

Signature:



Task Order Number: **11**

Total Task Order Amount: **\$ 165,930**

The above referenced Task Order is made and entered into by and between the City of Atlanta, through its Contractual Agreement, hereinafter referred to as the CITY;

AND

**ARCADIS/Brindley Pieters & Associates, a Joint Venture**

hereinafter referred to as the CONSULTANT.

This Task Order is made a part of the Professional Services Agreement referenced above between the City and the Consultant.





## Exhibit A

### Scope of Services

#### Overview

The ARCADIS/BPA, Joint Venture is pleased to present this scope of services and fee estimate for the FEMA Property Acquisition project. At the City of Atlanta's (COA's) request, the following scope of services includes land acquisition services, boundary surveys, Phase I Environmental Site Assessment (ESA) surveys, asbestos inspections, closing cost payments, and any associated general administration and coordination of subconsultants. The scope does not include any demolition or property clearance responsibilities. The ARCADIS/BPA, Joint Venture team members involved in the project include ARCADIS U.S., Inc. (ARCADIS), Smith Real Estate Services, Inc. (SRES), and Agility Surveying Co., Inc. Properties to be purchased are:

1	1355 Battle View Drive
2	1362 Battle View Drive
3	1380 Battle View Drive
4	2251 Macon Drive
5	1370 Peachtree Battle Avenue
6	429 Woodward Way
7	609 Woodward Way
8	115 Biscayne Drive, Building H, Units 1 – 6

#### Task 1 – City of Atlanta – Standard Land Acquisition Project (SRES)

SRES shall be responsible for all land acquisitions for this assigned project based on individual project requirements. All acquisitions shall be made in conformity with applicable state and federal laws. Based on the assumption that property will be acquired, fee simple land takings are anticipated for the project.

Accordingly, SRES' duties shall include, but not be limited to, the following:

##### Step 1

1. SRES will review plans/plats/surveys with engineers and prepare a pre-acquisition cost estimate that will be developed on an Excel spreadsheet. SRES will order all title work for land parcels. Fee simple land takes will have full title searches ordered.

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*

2. From title search information, SRES will develop a list of property owner contacts, as required.
3. From the property owner list, SRES will mail a contact letter to the Individual property owner to identify a contact person at SRES who will be available to answer property owner questions and concerns.
4. SRES will obtain individual property plats/surveys from the engineer.

**Step II**

1. SRES will order appraisal(s) for the project.
2. After receiving completed appraisals, SRES will order review appraisals as necessary.
3. After receiving completed review appraisals, SRES will prepare an appraisal package and submit the package to COA's enterprise management department for review and Estimated Just Compensation approval.
4. With approved appraisals, SRES will prepare the agreement to purchase from pre-approved agreements approved by COA's law department. The purchase price is to be 85 percent of the approved appraisal.
5. SRES will contact property owners and present the offer. Negotiations will be ended when a signed agreement with the amount or a negotiated settlement is signed. When settlement has been reached and closing occurs, all documents will be forwarded to SRES, which will prepare the files for retirement to COA's real estate and purchasing department.

**Step III**

1. Negotiations will be completed with a signed agreement based on the dollar amount offered by COA. At least three attempts will be made to meet with the property owner to obtain acceptance of the approved appraisal amounts for the property.
2. With a signed agreement, SRES will forward the paperwork to the closing attorney for settlement and recordation. The paperwork will include the signed agreement,

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*



## Exhibit A

### Scope of Services

title work update, and plat. The approved county deed will be signed at settlement. The deed and plat/survey will be recorded by the closing attorney, and that paperwork will be forwarded to SRES for the files to be retired to COA's enterprise management department.

#### Assumptions:

1. It is assumed that property will not be obtained by condemnation on this project and that property owners are not eligible for relocation benefits. Therefore, services and fees for these items are not included.
2. An estimate of \$6,500 is included for payment of title fees.

#### Task 2 – Surveys

##### Task 2.1 – Property Boundary Surveys (Agility Surveying Co., Inc.)

Agility Surveying Co., Inc. shall prepare a boundary survey of listed properties. All work will comply with applicable legislation, particularly Act No. 1291 to the legislature of Georgia (the Georgia Plat Act) as defined by the state manual of the Surveying and Mapping Society of Georgia with all current revisions and updates. Survey work will be completed in a manner consistent with accepted professional standards, such as the ALTA/ACSM Land Title Surveys as adopted by American Land Title Association, American Congress on Surveying and Mapping, and the National Society of Professional Surveyors (1999) in accordance with the following:

1. Survey will be tied to the state plane coordinate system (OCGA §44-4-20 through 31). Global positioning system control for coordinates will be based on real-time kinematic.
2. A full legal description for each parcel and subparcel will be provided (as applicable) on the face of the plat or on the map of the survey, if practical, or otherwise attached to and incorporated in the plat or map. The legal description shall include the following:
  - a. Street, address, block, and lot
  - b. Metes and bounds

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*

## Exhibit A

### Scope of Services

- c. Values for each corner based on the City/County's standard map projection, the Georgia state plane west zone system
- d. County, district, land lot, block, and tax ID using the xx-xxx-xx-xxx format
- e. Reference to the book and page or document number of public records
3. Documents will include names of all recorded owners of adjacent property and the reference book and document page number of adjacent parcels.
4. Documents will show the current zoning of the property; if there is more than one designation, the extent of each shall be shown. The zoning of adjacent properties and property across roadways shall also be shown.
5. Documents will show boundary lines, streets with right-of-way, easements, and lot lines, including length, area, radius, land bearing and distance, and the names of all owners of right-of-way and easements.
6. Based on available information, documents will identify public and private utility lines whether active or abandoned, property improvements, location of underground utilities, and their easements. The utilities shown will include, but are not limited to, water, gas, electric, and telephone services; traffic signals; light poles; fiber optic cables; sanitary and storm sewers; pump stations; retention and treatment facilities; and discharge points. The documents will identify discharges onto and from the property and associated easements.
7. Documents will show jurisdiction and width of adjoining streets and highways, width and type of pavement, and landmarks, including significant trees (estimate diameter and species).
8. Documents will locate all rivers and streams on or adjacent to the subject property.
9. Documents will include applicable floodplain areas as designated on FEMA and FIRM maps or certification that the subject property is not located within any identified floodplain area.
10. Documents will show all existing structures, improvements, fences, and/or paved areas (including parking spaces) and buildings. Overhangs of structures will be

*Use or disclosure of information contained on this sheet is subject to the restriction and disclaimer located on page 7 of this document.*

indicated with dashed lines. Dimensions will be provided at the perimeter of existing structures, buildings, and property lines, including setback requirements.

11. Documents will either identify limits and areas of all encroachments both on and by the subject property and any associated improvements or provide certification that there are no encroachments.
12. Documents will identify method used and percent factor if adjustments are made to the property survey closure.
13. Documents will include coordinate points for GPS locations of all corners or changes in direction.
14. Documents will indicate all points of beginning and corner markers set in the field and/or notes whether corners are found, placed, or to be placed, and the nature of any monuments at each point.
15. Calculations for area are to be at one thousandths of an acre in accordance with the standards.
16. Documents will include:
  - a. Legend of symbols and abbreviations used on the drawings
  - b. Level of scale for the drawings
  - c. Surveyor's name, address, and phone number
17. A surveyor's report (inspection report) will be prepared on the applicable title insurance company form as requested by the City and/or client.
18. Additionally, the survey plan should contain, in writing, applicable certifications as required above, plus the certification attached as Attachment A.
19. The boundary will be walked with a City-authorized representative within three days of the delivery of the survey to identify applicable property corners, pins, and monuments.

20. The surveys are to be provided in accordance with COA specifications in hard-copy, AutoCAD, and shapefile formats, including a reduced copy of the surveys in ANSI B (11 inches by 17 inches) in electronic .pdf format.
21. Field boundary markers are to be provided in accordance with COA specifications.

**Task 2.2 – Phase I Environmental Site Assessment Surveys (ARCADIS)**

ARCADIS will prepare a Phase I ESA for Identified properties. The Phase I ESA will meet ASTM E 1527-05 standards, which is the customary practice used by environmental professionals.

ARCADIS' services will include records review, reconnaissance, interviews, and preparation of a single report for the eight properties in accordance with the attached guidelines. We will review environmental regulatory database information regarding environmental conditions on and surrounding the subject property, physical setting sources, and historical information sources regarding past uses of the property. We will also ask for and review other documents regarding environmental conditions on the subject property provided by COA, the property owner, and the key site manager (if any are identified). Reconnaissance of the subject property will consist of observing the periphery of the property, the periphery of structures on the property, and interior portions of the property. Adjoining properties will be observed from the perimeter of the subject property and from public thoroughfares during the site reconnaissance. We will observe current and past uses and conditions. Reasonable attempts to conduct interviews as required by ASTM E 1527-07 will be made.

**Task 3 – Asbestos Investigations (ARCADIS)**

The work will be based on a visual observation of the building components, types of materials used in the construction, and a physical assessment of the suspect asbestos materials. Based on the assessment, the building will be subdivided into sampling areas; each sampling area will consist of homogeneous materials. The survey is intended to be a demolition survey and will include sampling suspect materials that may be asbestos within the interior and exterior areas of each residence, including roofs. An inspector will then collect the minimum required samples in accordance with applicable AHERA and OSHA requirements. The samples will be transported to the laboratory for testing. A single report for the eight properties will be prepared to document the test results and provide a recommendation for abatement and/or repairs.



## Exhibit A

### Scope of Services

#### Task 4 – Project Management and General Project Coordination (ARCADIS)

ARCADIS will prepare agendas, schedule meetings, prepare meeting minutes, and address City questions and concerns. We will prepare work order assignments and issue them to ARCADIS/BPA, Joint Venture team consultants. ARCADIS will address contract compliance issues as required for the team consultants to proceed with the assigned work. We will provide project coordination as required for project team consultants and staff to meet appropriate deliverable and schedule requirements.

#### Task 5 – Closing Costs Administration for the Purchased Properties (ARCADIS)

Upon receipt of final closing statements, we will obtain and deliver certified bank checks and administer payments to cover the closing costs (to the extent budgeted herein) for the purchased properties.

#### Compensation

The estimated fee to perform the above-mentioned services is as follows:

Task 1	City of Atlanta – Standard Land Acquisition Project	\$54,600
Task 2	Surveys	\$28,500
Task 3	Asbestos Investigations	\$31,960
Task 4	Project Management and General Project Coordination	\$11,870
Task 5	Closing Costs Administration for the Purchased Properties	\$39,000
<b>Total</b>		<b>\$165,930</b>

*This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to ARCADIS/BPA as a result of — or in connection with — the submission of this proposal, ARCADIS/BPA and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.*



## EXHIBIT B TASK ORDER BILLING AND PAYMENT TERMS

Page 1

### 8 Payment Procedures.

8.1 General. City will not be obligated to pay Consultant any amount in addition to the Charges set forth in an applicable Task Order for Consultant's provision of the Services. Consultant Personnel hourly rates, reimbursable expenses, and other compensable items under this Agreement and issued Task Orders are set forth on Exhibit A.1, Compensation.

8.2 Invoices. Consultant shall prepare and submit to City invoices for payment of all charges in accordance with the applicable Task Order. Each invoice shall be in such detail and in such format as City may reasonably require. To the extent not set forth in a Task Order, Consultant shall invoice City monthly for Services rendered.

8.3 Taxes. The Charges are inclusive of all taxes, levies, duties, and assessments ("Taxes") of every nature due in connection with Consultant's performance of the Services. Consultant is responsible for payment of such Taxes to the appropriate governmental authority. If Consultant is refunded any Tax payments made relating to the Services, Consultant shall remit the amount of such refund to City within forty-five (45) days of receipt of the refund.

8.4 Maximum Amount. City shall not be obligated to pay any amount in excess of the Annual Maximum Payment Amount for all Services under all Task Orders, nor shall City be obligated to pay any amount in excess of a Task Order Maximum Payment Amount.

8.5 Payment. City shall endeavor to pay all undisputed Charges within thirty (30) days of the date of the receipt by City of a properly rendered and delivered invoice. Notwithstanding the forgoing, unless otherwise provided in the Task Order, all undisputed Charges on an invoice properly rendered and delivered shall be payable within forty-five (45) days of the date of receipt by City.

8.6 Disputed Charges. If City in good faith disputes any portion of an invoice, City may withhold such disputed amount and notify Consultant in writing of the basis for any dispute Within thirty (30) days of the later of: (a) receipt of the invoice; or (b) discovery of the basis for any such dispute. City and Consultant agree to use all reasonable commercial efforts to resolve any disputed amount in any invoice within thirty (30) days of the date City notifies Consultant of the disputed amount.

8.7 No Acceptance of Nonconforming Work. No payment of any invoice or any partial or entire use of the Services by City constitutes acceptance of any Services.

8.8 Payment of Other Persons. Prior to the issuance of final payment from City, Consultant shall certify to City in writing, in a form satisfactory to City, that all subcontractors, material men, suppliers, and similar firms or persons engaged by Consultant in connection with this Agreement have been paid in full or will be paid in full utilizing the monies constituting final payment to Consultant.

*This proposal and its contents shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to ARCADIS/BPA as a result of—or in connection with—the submission of this proposal, ARCADIS/BPA and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use, or disclose the data contained in this proposal only to the extent provided in the resulting contract.*

g:\www\gabpel00-coa contract-ii-general items\1\_gen\3\_proposal\fema acquisition services\appendix b template\template\_br.doc





# CITY OF ATLANTA

Shirley Franklin  
Mayor

SUITE 1700  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303  
(404) 330-6010 Fax: (404) 658-7359  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

OFFICE OF CONTRACT COMPLIANCE  
Hubert Owens  
Director  
[h Owens@atlantaga.gov](mailto:h Owens@atlantaga.gov)

## MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer  
Department of Procurement

FROM: Hubert Owens, Director  
Mayor's Office of Contract Compliance

RE: Bid Recommendation for FC 4906, Architectural, Engineering and Design  
Services (RFP)

DATE: June 3, 2009

The Office of Contract Compliance has reviewed the thirteen (13) proposals for minority and female business enterprise participation. All thirteen proponents have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs, HBES, ABE, NABE and FBEs as indicated below:

<u>Jacobs, Prad Group/PBS &amp; J a JV</u>		(15 pts.)
Prad Group, Inc.	AABE	32%
McKissack & McKissack	AABE	3%
Street Smarts	FBE	4%
JAT Consulting Services, Inc.	FBE	1%
Smith Real Estate Services, Inc.	AABE	1%
Willmer Engineering, Inc.	FBE	2%
TCG Consulting, Inc.	AABE	25%
Edwards-Pitman Environmental, Inc.	FBE	75%
Richard Wittschiede Hand	FBE	1%
Participation Total		44%

<u>Prime Engineering, Inc./Chester Engineering a JV</u>		(15 pts.)
Accura Engineering	ABE	2%
Chester Engineers	AABE	30%
Costing Services Group	FBE	2%
Smith Real Estate, Inc.	AABE	2%
Sycamore Consulting	FBE	2%
TechMap	FBE	2%
Participation Total		40%

# MEMORANDUM

TO: Adam L. Smith  
FROM: Hubert Owens  
RE: Bid Recommendation for FC 4906, Architectural, Engineering and Design Services (RFP)  
DATE: June 3, 2009  
PAGE: 2

<u>BGR a JV</u>		(15 pts.)
Rohadfox Construction Control Services Corp.	AABE	21%
Turner Associates Architects & Planners	AABE	10%
Metals & Materials Engineers, LLC	AABE	5%
Street Smart, Inc.	FBE	3%
Moonshowers, Inc.	FBE	1%
TCG Consulting, Inc.	FBE	1%
Participation Total		41%

<u>Strategic Team Concepts, LLC</u>		(15 pts.)
Civil Services, Inc.	AABE	20%
LCW Engineering	AABE	8%
Logical Integrations, Inc.	AABE	1%
D. Clark Harris, Inc.	FBE	1%
Middleton House, Inc.	FBE	1%
Soils and Environmental Testing Services, Inc. (SETS)	AABE	12%
Smith Real Estate Services, Inc.	AABE	10%
Intouch Telecommunications, Inc.	AABE	1%
Edwards-Pitman Environmental, Inc.	FBE	1%
Southeastern Engineering, Inc.	FBE	6%
TCG Consulting	FBE	1%
Participation Total		62%

<u>Citywide Infrastructure Providers</u>		(15 pts.)
Williams-Russell & Johnson, Inc.	AABE	23%
Corporate Environmental Risk Management, LLC (CERM)	AABE	16%
Smith Real Estate Services	FBE	2%
Neil Engineering, Inc.	ABE	2%
Southeastern Engineering, Inc.	FBE	2%
OLH & Associates	AABE	2%
D. Clark Harris	FBE	2%
TPM Services	FBE	1%
Desmear Systems	AABE	1%
Full Circle Communications	AABE	1%
Participation Total		52%

<u>Arcadis/BPA a JV</u>		(15 pts.)
Brindley Pieters	AABE	40%
Smith Real Estate Services, Inc.	AABE	3%
Willmer Engineering, Inc.	FBE	2%
Planners for Environmental Quality, Inc.	AABE	2%
Rossini Architects	FBE	2%
Agility Surveying	AABE	2%
Edwards-Pitman Environmental, Inc.	FBE	2%
Harris + Smith	AABE	2%
Participation Total		55%

# MEMORANDUM

TO: Adam L. Smith  
 FROM: Hubert Owens  
 RE: Bid Recommendation for FC 4906, Architectural, Engineering and Design Services (RFP)  
 DATE: June 3, 2009  
 PAGE: 4

## Brown & Caldwell/Delon Hampton and Associates (BC/DHA) a JV (15 pts.)

Delon Hampton & Associates	AABE	33%
Long Engineering	FBE	10%
Red Bridge Consulting, Inc.	AABE	3%
The Collaborative Firm	AABE	2%
Beyondsites, Inc.	AABE	1%
The Architecture Group	FBE	5%
<del>Smith Real Estate Services</del>	<del>AABE</del>	<del>1%</del>
Participation Total		55%

## Parsons/Cardozo Engineering a JV

Cardozo Engineering, Inc.	FBE	(15 pts.) 26%
Ebony Glass and Mirror (EGM)	AABE	4%
Edwards-Pitman Environmental, Inc.	FBE	25%
Full Circle Communications, Inc.	AABE	1%
Horace A. Alleyne & Associates	AABE	3%
Infrasite Management, Inc.	AABE	3%
Malvada Group, LLC	AABE	1%
MHR International, Inc.	AABE	3%
Multi-Energy Group, LLC	AABE	12%
Q-B Engineering, Inc.	HBE	3%
Smith Real Estate Services	AABE	1%
<del>Street Smarts, Inc.</del>	<del>FBE</del>	<del>25%</del>
Participation Total		57.5%

## Shaw-Benchmark a JV

Lemongrass Consulting, Inc.	AABE	(15 pts.) .5%
Moonshower	FBE	2%
Multi-Energy Group	AABE	3%
Street Smarts, Inc.	FBE	3%
Studio ALA, LLC	FBE	1%
BenchMark Management Services, LLC	AABE	28%
Edwards-Pitman Environmental, Inc.	FBE	1%
Full Circle Communications	AABE	.5%
Gude Management Group, LLC	AABE	2%
Harris + Smith	AABE	2.5%
<del>Stellar Services</del>	<del>ABE</del>	<del>.5%</del>
Participation Total		44%

# MEMORANDUM

TO: Adam L. Smith  
 FROM: Hubert Owens  
 RE: Bid Recommendation for FC 4906, Architectural, Engineering and Design Services (RFP)  
 DATE: June 3, 2009  
 PAGE: 5

<u>AECOM/H.J. Russell &amp; Company a JV</u>		(15 pts.)
H.J. Russell & Company	AABE	15%
MHR International	AABE	12%
Grice & Associates	AABE	5%
Stanley, Love-Stanley, P.C.	FBE	2%
Street Smarts	FBE	3%
Moonshowers, Inc.	FBE	1%
John Wright & Associates, LLC	AABE	3%
Edwards-Pitman Environmental, Inc.	FBE	33%
Participation Total		41.3%

<u>MA-HMM Gude, a JV</u>		(15 pts.)
Accura Engineering	ABE	2%
Desmear Systems	AABE	1%
Full Circle Communications	FBE	1%
Gude Management Group	AABE	20%
Harris + Smith	AABE	4%
J&A Engineering	HBE	5%
Kennedy Engineering & Associates	FBE	2%
Louah Design Group, Inc.	AABE	2%
Photogrammetric Science	ABE	5%
Southeastern Engineering, Inc.	FBE	2%
Sykes Consulting	AABE	2%
Turner Associates	AABE	1%
Participation Total		38%

<u>Atlanta Services Group</u>		(15 pts.)
Beyondsites, Inc.	AABE	1%
Contente Consulting, Inc.	FBE	.5%
DW and Associates	AABE	.5%
Edwards-Pitman Environmental, Inc.	FBE	1%
Full Circle Communications, Inc.	FBE	.5%
JAT Consulting Services, Inc.	FBE	1%
Lemongrass Consulting, Inc.	FBE	1%
Q Solutions, Inc.	FBE	1%
S.L. King Technologies	FBE	4%
Sykes Consulting, Inc.	AABE	1%
Transportation Systems Design, Inc.	FBE	3%
Upbuild Design, LLC	FBE	1.5%
Willmer Engineering, Inc.	FBE	1%
Engineering Design Technologies, Inc.	AABE	26%
S.L. King & Associates	AABE	26%
Participation Total		69%

# MEMORANDUM

TO: Adam L. Smith  
FROM: Hubert Owens  
RE: Bid Recommendation for FC 4906, Architectural, Engineering and Design  
Services (RFP)  
DATE: June 3, 2009  
PAGE: 5

<u>Total Solution Partners</u>		(15 pts.)
Clarification & Mediation, Inc.	FBE	1%
TCG Consulting, Inc.	FBE	1%
Dragon Consulting Group	FBE	1%
Edwards-Pitman Environmental, Inc.	FBE	1%
LCW Engineering, Inc.	FBE	5%
Street Smarts	FBE	1%
B&E Jackson & Associates, Inc.	AABE	33%
Participation Total		43%

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File  
Anthony Stanley, DOP



# Georgia Secretary of State Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
    - ▶ [Verify Certification](#)
  - New Filing
    - ▶ [Click here to file online for:](#)
    - ▶ [New Limited Liability Company \(LLC\)](#)
    - ▶ [New Business Corporation](#)
    - ▶ [New Non-Profit Corporation](#)
    - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
    - ▶ [Annual Registration](#)
  - Name Reservation
    - ▶ [File Name Reservation](#)
  - Online
    - ▶ [Online Orders](#)
    - ▶ [Register for Online Orders](#)
    - ▶ [Order Certificate of Existence](#)
    - ▶ [Order Certified Documents](#)

## View Filed Documents

Date: 5/16/2011

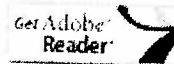
(Annual  
Registration  
History etc.)

## File Annual Registration Online

or

## Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get



## Business Name History

Name	Name Type
BRINDLEY PIETERS AND ASSOCIATES, INC.	Current Name

## Profit Corporation - Foreign - Information

Control No.:	0002983
Status:	Active/Compliance
Entity Creation Date:	1/3/2000
Jurisdiction:	FL
Principal Office Address:	2600 MAITLAND CENTER PARKWAY SUITE 180 MAITLAND FL 32751

Adobe Reader button on the right  
to download the reader free of  
charge from the Adobe website.

### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

---

**Last Annual Registration** 1/7/2011

**Filed Date:**

**Last Annual Registration** 2011

**Filed:**

---

**Registered Agent**

**Agent Name:** BRINDLEY B PIETERS

**Office Address:** 229 Peachtree St., NE  
Suite 1104  
Atlanta GA 30303

**Agent County:** Fulton

---

**Officers**

**Title:** CEO

**Name:** BRINDLEY B PIETERS

**Address:** 3191 DEER CHASE RUN  
LONGWOOD FL 32779

**Title:** CFO

**Name:** BRINDLEY B PIETERS

**Address:** 3191 DEER CHASE RUN  
LONGWOOD FL 32779

**Title:** Secretary

**Name:** BRIAN C PIETERS

**Address:** 4985 SW 135 AVENUE  
MIRAMAR FL 33027





# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
  - ▶ [Verify Certification](#)
  - New Filing
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
  - ▶ [Annual Registration](#)
  - Name Reservation
  - ▶ [File Name Reservation](#)
  - Online
  - Online Orders
  - ▶ [Register for Online](#)
  - Orders
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

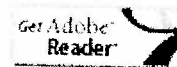
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### **Business Name History**

Name	Name Type
ARCADIS G&M OF MICHIGAN, LLC	Current Name

### **Limited Liability Company - Foreign - Information**

Control No.:	0569924
Status:	Active/Compliance
Entity Creation Date:	9/19/2005
Jurisdiction:	MI
Principal Office Address:	1001 WOODWARD #400 Detroit MI 48226
Last Annual Registration Filed Date:	3/9/2011

**Last Annual Registration 2011  
Filed:**

---

**Registered Agent**

**Agent Name:** CORPORATION  
PROCESS COMPANY  
**Office Address:** 2180 SATELLITE BLVD.,  
SUITE 400  
DULUTH GA 30097  
**Agent County:** Gwinnett



# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
  - ▶ [Verify Certification](#)
  - New Filing
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
  - ▶ [Annual Registration](#)
  - Name Reservation
  - ▶ [File Name Reservation](#)
  - Online
  - Online Orders
  - ▶ [Register for Online](#)
  - Orders
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

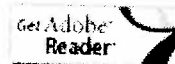
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### Business Name History

Name	Name Type
SMITH REAL ESTATE SERVICES, INC.	Current Name

### Profit Corporation - Domestic - Information

Control No.:	K021900
Status:	Active/Compliance
Entity Creation Date:	11/30/1990
Jurisdiction:	GA
Principal Office Address:	120 HAMMOND DRIVE ATLANTA GA 30328
Last Annual Registration Filed Date:	3/11/2011

**Last Annual Registration 2011  
Filed:**

---

**Registered Agent**

**Agent Name:** WASHINGTON, RALPH  
**Office Address:** 6150 OLD NATIONAL  
HIGHWAY  
COLLEGE PARK GA  
30349  
**Agent County:** Fulton

---

**Officers**

**Title:** CEO  
**Name:** PAMELA J SMITH  
**Address:** 120 HAMMOND DRIVE  
ATLANTA GA 30328

**Title:** CFO  
**Name:** PAMELA J SMITH  
**Address:** 120 HAMMOND DRIVE  
ATLANTA GA 30328

**Title:** Secretary  
**Name:** PAMELA J SMITH  
**Address:** 120 HAMMOND DRIVE  
ATLANTA GA 30328



# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - ▶ [Verify Certification](#)
  - ▶ [New Filing](#)
  - ▶ [Click here to file online for:](#)
    - ▶ [New Limited Liability Company \(LLC\)](#)
    - ▶ [New Business Corporation](#)
    - ▶ [New Non-Profit Corporation](#)
    - ▶ [New Professional Corporation \(PC\)](#)
  - ▶ [Annual Registration](#)
  - ▶ [Name Reservation](#)
  - ▶ [File Name Reservation Online](#)
  - ▶ [Online Orders](#)
  - ▶ [Register for Online Orders](#)
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

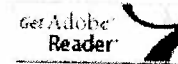
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### **Business Name History**

Name	Name Type
WILLMER ENGINEERING, INC.	Current Name

### **Profit Corporation - Domestic - Information**

<b>Control No.:</b>	J214177
<b>Status:</b>	Active/Compliance
<b>Entity Creation Date:</b>	12/2/1982
<b>Jurisdiction:</b>	GA
<b>Principal Office Address:</b>	3772 PLEASANTDALE RD STE 165 ATLANTA GA 30340-4270

**Last Annual Registration Filed Date:** 4/7/2011

**Last Annual Registration 2011  
Filed:****Registered Agent**

**Agent Name:** WILLMER, JAMES L  
**Office Address:** 3772 PLEASANTDALE  
RD STE 165  
ATLANTA GA 30340  
**Agent County:** DEKALB

**Officers**

**Title:** CEO  
**Name:** WILLMER DORIS I  
**Address:** 3772 PLEASANTDALE  
RD STE 165  
ATLANTA GA 30340

**Title:** CFO  
**Name:** WILLMER, DORIS I  
**Address:** 3772 PLEASANTDALE  
RD STE 165  
ATLANTA GA 30340

**Title:** Secretary  
**Name:** WILLMER, DORIS I  
**Address:** 3772 PLEASANTDALE  
RD STE 165  
ATLANTA GA 30340



# Georgia Secretary of State Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - ▶ [Verify Certification](#)
  - ▶ [Verify](#)
  - ▶ [New Filing](#)
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - ▶ [Annual Registration](#)
  - ▶ [Name Reservation](#)
  - ▶ [File Name Reservation](#)
  - ▶ [Online](#)
  - ▶ [Online Orders](#)
  - ▶ [Register for Online](#)
  - ▶ [Orders](#)
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

## View Filed Documents

Date: 5/16/2011

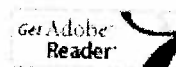
(Annual  
Registration  
History etc.)

## File Annual Registration Online

or

## Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



## Annual Registrations

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

## Business Name History

Name	Name Type
PLANNERS FOR ENVIRONMENTAL QUALITY, INC.	Current Name

## Profit Corporation - Domestic - Information

Control No.:	0200837
Status:	Active/Compliance
Entity Creation Date:	12/13/2001
Jurisdiction:	GA
Principal Office Address:	6067 ROOSEVELT HIGHWAY UNION CITY GA 30291-1142

**Last Annual Registration** 1/26/2011  
**Filed Date:**

**Last Annual Registration** 2011  
**Filed:**

---

**Registered Agent**

**Agent Name:** Kennedy, Inga  
**Office Address:** 6067 Roosevelt Highway  
Union City GA 30291  
**Agent County:** Fulton

---

**Officers**

**Title:** CEO  
**Name:** INGA D KENNEDY  
**Address:** 6067 ROOSEVELT  
HIGHWAY  
UNION CITY GA 30291-  
1142

**Title:** CFO  
**Name:** INGA D KENNEDY  
**Address:** 6067 ROOSEVELT  
HIGHWAY  
UNION CITY GA 30291-  
1142

**Title:** Secretary  
**Name:** Ricky Blackwell  
**Address:** 6067 ROOSEVELT  
HIGHWAY  
UNION CITY GA 30291-  
1142





# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - ▶ [Verify Certification](#)
  - ▶ [New Filing](#)
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - ▶ [Annual Registration](#)
  - ▶ [Name Reservation](#)
  - ▶ [File Name Reservation](#)
  - ▶ [Online Orders](#)
  - ▶ [Register for Online Orders](#)
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

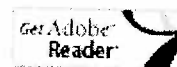
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### Annual Registrations

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### Business Name History

Name	Name Type
ROSSINI ARCHITECTURE, INC.	Current Name

### Profit Corporation - Domestic - Information

Control No.:	K950839
Status:	Active/Compliance
Entity Creation Date:	12/7/1999
Jurisdiction:	GA
Principal Office Address:	2035 MANCHESTER ST NE ATLANTA GA 30324-4110
Last Annual Registration	3/16/2011

**Filed Date:**  
**Last Annual Registration 2011**  
**Filed:**

---

**Registered Agent**

**Agent Name:** MARIA M. ROSSINI  
**Office Address:** 2035 MANCHESTER  
STREET NE  
ATLANTA GA 30324  
**Agent County:** Fulton

---

**Officers**

**Title:** CEO  
**Name:** MARIA M ROSSINI  
**Address:** 2035 MANCHESTER ST  
ATL GA 30324

**Title:** CFO  
**Name:** MARIA M ROSSINI  
**Address:** 2035 MANCHESTER ST  
ATL GA 30324

**Title:** Secretary  
**Name:** MARIA M ROSSINI  
**Address:** 2035 MANCHESTER ST  
ATL GA 30324



# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
  - ▶ [Verify Certification](#)
  - New Filing
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
  - ▶ [Annual Registration](#)
  - Name Reservation
  - ▶ [File Name Reservation](#)
  - Online
  - Online Orders
  - ▶ [Register for Online](#)
  - Orders
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

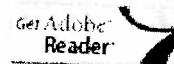
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### **Business Name History**

Name	Name Type
AGILITY	
SURVEYING CO., INC.	Current Name

### **Profit Corporation - Domestic - Information**

<b>Control No.:</b>	0258095
<b>Status:</b>	Active/Compliance
<b>Entity Creation Date:</b>	11/18/2002
<b>Jurisdiction:</b>	GA
<b>Principal Office Address:</b>	707 WHITLOCK AVENUE, S.W. STE A40 MARIETTA GA 30064

**Last Annual Registration** 3/17/2011  
**Filed Date:**  
**Last Annual Registration 2011**  
**Filed:**

---

**Registered Agent**

**Agent Name:** RAWLE STANLEY  
**Office Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
Marietta GA 30064  
**Agent County:** Cobb

---

**Officers**

**Title:** CEO  
**Name:** RAWLE STANLEY  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
MARIETTA GA 30064

**Title:** CFO  
**Name:** RAWLE STANLEY  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
Marietta GA 30064

**Title:** Secretary  
**Name:** DESMOND DASENT  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
MARIETTA GA 30064



# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
  - ▶ [Verify Certification](#)
  - New Filing
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
  - ▶ [Annual Registration](#)
  - Name Reservation
  - ▶ [File Name Reservation](#)
  - Online
  - Online Orders
  - ▶ [Register for Online](#)
  - Orders
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

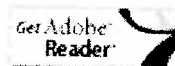
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### Annual Registrations

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### Business Name History

Name	Name Type
AGILITY SURVEYING CO., INC.	Current Name

### Profit Corporation - Domestic - Information

Control No.:	0258095
Status:	Active/Compliance
Entity Creation Date:	11/18/2002
Jurisdiction:	GA
Principal Office Address:	707 WHITLOCK AVENUE, S.W. STE A40 MARIETTA GA 30064

**Last Annual Registration 3/17/2011****Filed Date:****Last Annual Registration 2011****Filed:**

---

**Registered Agent**

**Agent Name:** RAWLE STANLEY  
**Office Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
Marietta GA 30064  
**Agent County:** Cobb

---

**Officers**

**Title:** CEO  
**Name:** RAWLE STANLEY  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
MARIETTA GA 30064

**Title:** CFO  
**Name:** RAWLE STANLEY  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
Marietta GA 30064

**Title:** Secretary  
**Name:** DESMOND DASENT  
**Address:** 707 Whitlock Avenue,  
S.W.  
Suite A40  
MARIETTA GA 30064



# Georgia Secretary of State

## Brian P. Kemp

Archives • Corporations • Elections • News Room • Professional Licensure • Secur

- Search
- ▶ [By Business Name](#)
  - ▶ [By Control No](#)
  - ▶ [By Officer](#)
  - ▶ [By Registered Agent](#)
  - Verify
  - ▶ [Verify Certification](#)
  - New Filing
  - ▶ [Click here to file online for:](#)
  - ▶ [New Limited Liability Company \(LLC\)](#)
  - ▶ [New Business Corporation](#)
  - ▶ [New Non-Profit Corporation](#)
  - ▶ [New Professional Corporation \(PC\)](#)
  - Annual Registration
  - ▶ [Annual Registration](#)
  - Name Reservation
  - ▶ [File Name Reservation](#)
  - Online
  - Online Orders
  - ▶ [Register for Online](#)
  - Orders
  - ▶ [Order Certificate of Existence](#)
  - ▶ [Order Certified Documents](#)

### View Filed Documents

Date: 5/16/2011

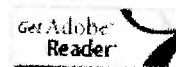
(Annual  
Registration  
History etc.)

### File Annual Registration Online

or

### Print A Paper Annual Registration Form

**PLEASE NOTE:** To download your Annual Registration forms you will need Adobe Reader to view and/or print. If you do not have Adobe Reader installed on your computer, click the "Get Adobe Reader" button on the right to download the reader free of charge from the Adobe website.



### **Annual Registrations**

The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

### **Business Name History**

Name	Name Type
HARRIS + SMITH, LLC	Current Name

### **Limited Liability Company - Domestic - Information**

<b>Control No.:</b>	06100248
<b>Status:</b>	Active/Compliance
<b>Entity Creation Date:</b>	11/21/2006
<b>Jurisdiction:</b>	GA
<b>Principal Office Address:</b>	260 Peachtree Street, NW, Ste 2600 Atlanta GA 30303

**Last Annual Registration** 3/11/2011

**Filed Date:**

**Last Annual Registration 2011**

**Filed:**

**Registered Agent**

**Agent Name:**

BASKERVILLE LOTTIE &  
ASSOCIATES, LLC

**Office Address:**

2839 Paces Ferry Rd  
Suite 850  
ATLANTA GA 30339

**Agent County:**

Cobb



TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Chief of Staff

Dept.'s Legislative Liaison: \_\_\_\_\_ Maisha L. Wood \_\_\_\_\_

Contact Number: \_\_\_\_\_ (404) 330-6887 \_\_\_\_\_

Originating Department: \_\_\_\_\_ Department of Watershed Management \_\_\_\_\_  
Committee(s) of Purview: \_\_\_\_\_ City Utilities \_\_\_\_\_

Chief of Staff Deadline: \_\_\_\_\_ May 13, 2011 \_\_\_\_\_

Anticipated Committee Meeting Date(s): \_\_\_\_\_ May 31, 2011 \_\_\_\_\_

Anticipated Full Council Date: \_\_\_\_\_ June 6, 2011 \_\_\_\_\_

Legislative Counsel's Signature: \_\_\_\_\_ *Rebecca L. Smith* \_\_\_\_\_

Commissioner Signature: \_\_\_\_\_ *Robert F. White* \_\_\_\_\_

*AS* Chief Procurement Officer Signature: \_\_\_\_\_ *Adam L. Smith* \_\_\_\_\_

**CAPTION**

A RESOLUTION AUTHORIZING THE MAYOR TO AMEND A TASK ORDER TO ARCADIS BPA, JOINT VENTURE FOR FC-4906A, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES, FEMA PROPERTY ACQUISITION, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO INCREASE THE TOTAL AUTHORIZED NOT TO EXCEED AMOUNT FOR AN ADDITIONAL ONE HUNDRED SIXTY FIVE THOUSAND NINE HUNDRED THIRY DOLLARS AND NO CENTS (\$165,930.00) FOR THE PURPOSE OF PROVIDING ADDITIONAL PROFESSIONAL SERVICES FOR THE ACQUISITION OF THIRTEEN ADDITIONAL PROPERTIES UNDER THE FEMA FLOOD RELIEF PROGRAM; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM 5052 (WATER AND WASTEWATER R & E FUND) 170602 (DWM GREENWAY PLANNING AND ACQUISITION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7410000 (PLANNING & ZONING); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any): \$165,930.00

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_  
(date) (date)

Received by Mayor's Office: \_\_\_\_\_ 5/27/11 \_\_\_\_\_ Reviewed by: \_\_\_\_\_  
(date) (date)

Submitted to Council: \_\_\_\_\_  
(date)